

Murch School Improvement Team

October 14, 2015



There are 3 key objectives that are guiding how we are improving and modifying the School Modernization and SIT process



Improved Communication and Transparency is key to an effective SIT

Having clear communications plans for each SIT will ensure information flows in a two-way direction during the School Modernization Process.

Dedicated Point of Contact

- Dedicated DCPS SIT Coordinator for each project who will serve as the SIT co-chair.
- The SIT Coordinator will organize and facilitate the SIT meetings and liaise between school leadership, DCPS Central Office, and DGS.

Meeting Notifications

- Meeting dates will be set and posted at least 3 weeks in advance.

Dedicated Website

- Webpage managed by the SIT Coordinator for each project to include project details, materials from previous meetings, and notifications.

Meeting Minutes

- DCPS will circulate and post meeting minutes after every SIT meeting

Bi-Weekly Email Updates

- To include design and construction updates, follow-up responses to unanswered questions during the SIT meeting and responses to email questions sent to the SIT Coordinator.

Improved accountability for all stakeholders through clear roles and responsibilities



Key Stakeholders and Activities

Activity	DCPS	DGS	SIT
District Ed Specs	Lead	Support	N/A
SIT Facilitation	Lead	Support	N/A
Program Planning and School Ed Specifications	Lead	Support	Support
Architectural Design	Support	Lead	Support
Design Approval	Lead	Support	Support
Construction	Support	Lead	N/A
Community Engagement	Lead	Support	Support

SIT Member Key Role and Responsibilities

- Relay information to and from constituency/community at-large
- Participate and provide feedback

*DCPS will lead development of the CIP and submit to DME and Mayor

How to Submit Comments

- Documents are posted on www.engagedcps.org and will be posted for review through October 30th at 5:00pm.
- Comments can be posted on the message board or sent to SIT.INFO@dc.gov
- DCPS will respond to the first batch of comments on October 19th and again on November 4th.